

TO: Board of Works

FROM: 2<sup>nd</sup> floor City Hall – Parks, Engineering & Development

DATE: February 22, 2011

RE: Surplus Items

The departments of parks, engineering and development on the second floor of City Hall wish to declare the following items surplus. The items have been replaced and/or are no longer in use.

- |    |                                    |       |
|----|------------------------------------|-------|
| 1. | Konica 7155 copier/printer/scanner | \$400 |
| 2. | Risograph GR1700                   | \$250 |
| 3. | Wood Fax/printer cabinet           | \$ 10 |

Item #1 will be donated to Family Services, Inc.

Item #2 will go to Propertyroom.com

Item #3 will be available for sale or go to Propertyroom.com